



SAFETY COMMITTEE MEETING MINUTES

Thursday, February 16, 2023

Via Zoom

Regular Meeting: 2:30 p.m. – 4:00 p.m.

Approved

Members and Resource Staff present: Lorraine Barrales-Ramirez, John Cuevas, Casey Fortier, Max Hartman, Michael Hoffman, Bettina Lee, Eshton Liu, Ben’Zara Minkin, Karen Pinkham, Ludmila Prisecar, Megan Rodriguez Antone, Nathan Staples, Louis Tang, Jason Wendt.

Members and Resource Staff absent: Tony Burrola, Lucas Cantin, Vince Garcia, Yesenia Haro, Chialin Hsieh, Kim Lopez, Ingrid Melgoza, Manuel Alejandro Pérez, Michele Rudovsky, Grey Sanderson, Diana Tedone-Goldstone, Brian Tupper.

Guests and others present: Zorie Gomez.

AGENDA ITEM	CONTENT
<p>1. Review and Approve Agenda</p>	<p>ACTION: A motion to approve the agenda was made by John Cuevas and seconded by Casey Fortier. Motion passed.</p>
<p>2. Review and Approve the January 19, 2023 Meeting Minutes</p>	<p>ACTION: A motion to approve the January 19, 2023, minutes was made by Eshton Liu and seconded by Casey Fortier. Motion passed.</p>
<p>3. Reports and Updates</p>	<p>Public Safety: Captain Jason Wendt reported the following:</p> <ul style="list-style-type: none"> • On February 15, Public Safety did a communications update with the Kenwood radio system, moving it from Building 19 to Building 10 at CSM. It was tested and it is now operational. The move improved effectiveness and reliability. • Captain Wendt met with President Lopez to update her on side shows that took place in parking lots on campus. It has been going on a while and they discussed options that are available. He hopes to encourage people to relocate and keep campus parking lots safer for students, faculty and staff. • Captain Wendt has concerns about services that the Public Safety office provides, particularly around Public Safety escorts. He is working with Brian Tupper, Director of Public Safety, to provide clear information about what Public Safety services are provided and what the expectations will be. • He is continuing to prepare ID cards and access for employees and apologized for any delay in that process because he is doing that in addition to his role as Public Safety Captain. <p>Facilities: Karen Pinkham provided the following update:</p> <ul style="list-style-type: none"> • The crossing sign on the Loop Road near the athletic fields is now in place and has been tested. She is hoping that people use it frequently. • A new emergency generator has been installed near Buildings 8, however it is not yet fully connected. Facilities is working with ITS since they will have to shut off power to do the work and phone lines will be down. In order to have the least impact

	<p>to the campus, they will likely do the work on a Friday-Saturday between 9:00pm – 2:00am. No date has been set yet.</p> <ul style="list-style-type: none"> • Due to the heavy rains this winter, there has been a lot of erosion on the hillsides and slopes around the campus. The hillsides are stable at this point, but today and next week, mitigation work will be done in the effected areas. They hope to have the project completed by summer. • The tarp at the West Entry to campus is re-covered and secured. They hope to incorporate the soil into some of the areas effected by erosion. • The steel bollards around the campus parking lots are effective, however the reflective tape has worn off and effects the ability to see them at night. The grounds team is grinding the steel and affixing new reflective stickers and the project is almost 75% complete. <p>Emergency Preparedness Office Ben’Zara Minkin provided the following updates:</p> <p><u>Lockdown/Barricade Drills</u> They are waiting for dates to be determined for the Cañada and Skyline lockdown/barricade drills. Drills will be held this semester in the morning and in the evening at all three campuses, including the District Office.</p> <p>In response to a question from Eshton Liu, Ben’Zara said the drill dates/times are not released for two reasons:</p> <ol style="list-style-type: none"> 1. A large percentage of active shooters on college campuses are either current /former students or employees. If the college broadcasts the dates and times of the lockdown/barricade drill, someone could come to the campus with the intent to injure people during that drill. People could be further endangered if the PA system is telling people it is only a drill when people are actually being hurt or injured. 2. They also don’t want people planning their day around the drill. They want people to train as if it were real because an active shooter would rarely broadcast when they are going to be coming to the campus. <p><u>Building Captain Training</u> The next round of building captain trainings will probably be held in the fall. They are waiting for more decisions from executive leadership on enrollment in the program. Once enrollment in the program is determined, they will know what the coverage will be on the Cañada campus, where people are located and how often they are there.</p> <p>Human Resources Office: No update was provided.</p>
<p>4. March 1, 2023 Preliminary Agenda Items</p>	<ul style="list-style-type: none"> • Reports and Updates • Building Captain Update: Information will be communicated once the dates of the trainings are available. • Other <p>Please email Ludmila Prisecar with any additional topics.</p>
<p>5. Round Table</p>	<p><u>COVID Health Updates on Digital Screens</u> Eshton Liu reported that while there are no concerns from the ASCC, he would like to suggest posting information about the COVID community health rating and have it displayed on the digital screens around campus.</p>

- Megan Rodriguez Antone said there is a message that announces current information from the county as well as our masking policy. The updated information is reflected on the digital screens in Buildings 1, 5 (The Grove), 9 and 23.
- Ben’Zara Minkin asked if those policies regarding the district masking mandate will be revised once the county is no longer in a COVID public health emergency.
- Megan has not heard, but she will find out and update the slides or remove the mandate altogether.

Safety Committee Plan

VP Prisecar said the Planning and Budgeting Council (PBC) has been reviewing committee requirements and one is that all campus committees must have plans. The Safety Committee has not had a plan and will probably not develop one since it is part of the SMCCCD District Managers’ Safety Committee, which already has its own plan. There is a clause in the district contracts for the AFT, CSEA and AFSCME that specify that the Safety Committees on the campuses must be committees and not work groups or operational groups. She will let the PBC know that the Cañada Safety Committee does not have its own plan but since it is under the district’s Safety Committee, which has a plan, it is not required.

Discussion and Comments

- Ben’Zara Minkin feels there should be a five-year plan for what we are trying to accomplish in Safety, but Ludmila said it is district-driven. He does not feel that the stipulation of whether it is district-driven or college-driven should prevent us from having a five-year plan for the committee to make sure we are moving forward.
- Michael Hoffman asked what would be some of the safety metrics that Cañada’s Safety Committee could look at in terms of planning.
- Ben’Zara suggested the following metrics:
 1. Compliance and are we doing the things that we have to do by law.
 2. Make sure people are being adequately trained in the general industry of hazards for safety.
 3. Make sure people are being adequately trained for the all hazards industry for safety, which we are required to do by the state (under NIMS, ICS, CalEMA)
 4. Make sure all OSHA compliance is being met, both at the local and state level
 5. Make sure there is a common operating picture on safety across the district to make sure people are cross-trained and know each other’s roles in safety. There are table tops and exercises where people work with first responders and other departments/divisions within the districts. These are all required and should be our objectives. The objectives should be that we first meet compliance, then train to our plans and then revise plans showing for gaps.
 6. Examples of how you would measure compliance could be such things as blood borne pathogen training which the district does not have, hazardous materials training, AED training, active shooter plan, air quality policy, and then plan for them and see if there is compliance.

VP Prisecar will work with Ben’zara and the district and check with the other two colleges to see if they have plans in place.

Staff Emergency Training

Eshton Liu asked if staff roles are completely defined on campus in the event of a disaster.

	<ul style="list-style-type: none"> • Ben’Zara said the staff roles are defined in our plans. VP Prisecar said staff and faculty get training during the Building Captain training. She is not sure what training is provided for students. • By law, we have to train either everyone <u>or</u> a select group, such as Building Captains. OSHA recommends that one per 20 building occupants be trained. There are not enough Building Captains for our ratios in our buildings and that is one of the gaps that the district is addressing. • Ben’zara said the Emergency Action Plans were just completed in the district. Building Captains are being trained on the Building Action Plans, but all staff in the district should be trained. For example, if people miss the training because they are not on campus when it is held, the district wants to expand that training with a platform that can train all employees with videos and quizzes and more work needs to be done.
6. Next Meeting	The next Safety Committee Meeting will be held on March 16, 2023, from 2:30-4:00pm.
7. ADJOURNMENT	<p>ACTION: A motion to adjourn the Safety Committee Meeting was made by John Cuevas and seconded by Casey Fortier. Motion passed.</p> <p>Meeting adjourned at 3:05 p.m.</p>